

**TG3.HVAC Contractors and Design Build Firms
Winter Meeting January 24, 2010
Orlando, FL**

Meeting Minutes

Attendees:

Voting Members (Minimum 7 of 13 required for Quorum)

George (Billy) Austin, Jr., Chair	baustin@dnshultz.com
Micheal McLaughlin, Vice-Chair	mmclaughlin@southlandind.com
Waller Clements, Secretary	clementsevns@aol.com
David Underwood	d.underwood@isothermengineering.com
Adrienne Thomle	adrienne.thomle@honeywell.com
Jim Fields	jfields@superiormechserv.com
Wes Davis	wes.davis@acca.org
Peyton Collie	pcollie@smacna.org
David Lewis	lewisd@claycorp.com

Non-Voting Corresponding Members

Angela Lewis	pcollie@smacna.org
Mitchell Swann	swann@mdcsystems.com
Larry Smith	larry.smith@lindab.com
Dan Kerr	dankerr@mcclureco.com
Kevin Brown	kevin.brown@thelincgroup.com
Eli Howard	ehoward@smacna.org
Larry Spielvogel	spielvogel@comcast.net

Section Head
Brian Silveti bsilveti@calmac.com

Call to Order

Chairman Austin called the meeting to order at 10:30 A.M. Sunday, January 24.
Attendees are listed above.

Approval of Louisville Meeting Minutes

- Motion to approve Louisville Meeting Minutes by Wes Davis and seconded by Jim Fields. Approved: 9-0-0

Chair / Vice Chair / Subcommittee Chair Positions

Billy Austin, Chair, 07/01/2008 - 06/30/2010
Michael McLaughlin, Vice Chair, 07/01/2008 - 06/30/2012
Waller Clements, Secretary, 07/01/2008 - 06/30/2012

Old Business

- a) **ASHRAE's TG 3 Charge – Continual improvement of ASHRAE services for HVAC Contractors and Design Build Firms, and ASHRAE's ability to attract this group into ASHRAE. We feel strongly that more active involvement of this group would lead to a more balanced ASHRAE, and strengthen the support of ASHRAE as a whole.**
- b) **TG3 Survey Results**
- c) **TG3 Recommendations from Survey**
- d) **Review of currently available certifications, seminars, and courses**

2) New Business

- a) **TG3 Sponsored Seminar for Monday, January 25, 2:00 – 3:00 PM, at the AHR Expo at the Orange County Convention Center, Room S310E – Construction Management – 1) *Will Systems Commissioning Improve the Contractor's Ability to Perform Well?* by David Underwood, P.E; and 2) *Preconstruction Management Basics for the Mechanical Engineer and Contractor on Design-Build/Design-Assist Projects* by Mike McLaughlin, P.E.**
- b) **TG3 Sponsored Seminar for Tuesday, January 26, 2:00 – 3:00 PM, at the AHR Expo at the Orange County Convention Center, Room S310E – *Cost/Benefit Analysis Methodology and Tools Needed by Owners* by Paul Shahriari, Founder, GreenMind, North Fort Myers, FL**
- c) **TG3 to sponsor at least one seminar or forum at each Winter and Annual Meeting, focused on the interests of Contractors and DB Firms. We'll look for projects in progress or recently completed in the geographical vicinity of Albuquerque that practically demonstrate and educate best practices in the topic we're looking to emphasize. We agreed that it would be a good idea to try to get one of the building tours at these national society meetings to be of the subject project for the TG3 sponsored seminar or forum at the meeting. Ideas for topics, which would always include the Contractor and/or Design Build terms, include:**
 - i) **Green buildings**
 - ii) **Commissioning and retro-commissioning**
 - iii) **ASHRAE Standard 62.1**
 - iv) **ASHRAE Standard 90.1**
 - v) **ASHRAE Standard 189**
 - vi) **ASHRAE Standard 170.2**
 - vii) **Indoor Air Quality**
 - viii) **Integrated Building Design**
 - ix) **BIM – design vs. installation**

d) **How to work with ASHRAE Staff to determine the current benefits and information that are of particular interest to the Contractor and DB Firm; and encourage/help ASHRAE to publicize, through all possible channels, these particular benefits to these members**

e) **Discuss implementation and use of new web site**

3) **Action Items:**

a) **TG3 asked Joyce Abrams if she would contact the appropriate members of ASHRAE marketing staff and their I.T. group to see how we might send periodic, targeted messages of ASHRAE offerings to the ASHRAE Contactors and Design Build Firm members. Joyce told us that she would be glad to, and would report back to TG3 on her findings.**

b) **TG3 asked Joyce Abrams if she would contact the appropriate members of ASHRAE marketing staff to see how ASHRAE might develop a marketing brochure targeted to our 7875 members that highlights the appropriate benefits of our available certifications, seminars, and courses. Joyce told us that she would be glad to, and would report back to TG3 on her findings.**

c) **Jodi Dunlop and ASHRAE Staff are developed a sign that Larry Smith could then display at the upcoming Design Build Institute of America Conference and Expo in Washington DC, November 5-7, 2009. Larry also requested that ASHRAE send him appropriate existing ASHRAE marketing brochures.**

d) **February 4, 2010 Conference Call to discuss programs submissions for Albuquerque**

e) **Formation of New Programs Subcommittee**

4) **Next Meeting: Albuquerque Annual Meeting, Sunday, June 27, 2010**

5) **Adjournment: Meeting adjourned at 12:00pm**